

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
January 9, 2018 Regular Meeting**

PRESENT: Mayor Whorral; Trustees McGrew, and Pilewski.

ABSENT: Trustee Pfeiffer and Trustee Abdo-Rott

OTHERS:

Martha Dygert, Administrator/Clerk; Bob Bennett, MFD; David Haase, MFD; Adam Feck, Interim Fire Chief; Megan Randall, Rec Director, Rich DeGuida, MRB Group; Janice Maggio, Mike Maggio, MFD; Lauren Young; Richard Sykes; Michael Assimon; Jerry Menter.

Mayor Whorral opened the meeting at 7:00 p.m. in the Board Room at Village Centre. The Pledge of Allegiance was recited and he welcomed those present.

PUD Application – Willowbrook Crossing

The Board was presented with the “*Resolution Recommending approval of Application to Establish PUD Zoning District by the Village Board*” which was adopted by the Village Planning Board at a regular meeting held on January 3, 2018.

Motion to accept the Recommendation of the Village Planning Board relative to the PUD Application for the Willowbrook Crossing project made by Trustee McGrew and seconded by Trustee Pilewski. MOTION CARRIED 3-0

Mayor Whorral presented the following Resolution for Consideration which was duly moved by Trustee Pilewski, seconded by Trustee McGrew:

A RESOLUTION ESTABLISHING THE VILLAGE OF MANLIUS BOARD OF TRUSTEES AS LEAD AGENCY UNDER THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT AND SCHEDULING A PUBLIC HEARING WITH RESPECT TO THE APPLICATION OF RHS HOLDINGS, LLC TO ESTABLISH A PUD ZONING DISTRICT

WHEREAS, the Village of Manlius Planning Board and this Board of Trustees have reviewed the application of RHS Holdings, LLC to establish a PUD zoning district with respect to premises bounded by Fayette Street and Eureka Drive (the “Application”) consisting of lands identified as tax map parcel numbers 024.-01-05.0, 024.-01-08.1, 024.-01-09.1, and 024.-01-10.1 (the “Premises”), and

WHEREAS, the Application seeks a change of zoning classification for the Premises from C – Commercial District to PUD – Planned Unit Development District in order to construct and operate a mixed-use development of commercial retail, office and residential uses (the “Project” or “Action”), and

WHEREAS, the Application has been duly referred to the Onondaga County Planning Board, which has issued and returned a report dated December 27, 2017 in which it makes a finding that the Application will have no significant adverse inter-community or county-wide implications, and also included a number of comments and suggestions regarding future consideration of the Application, and

WHEREAS, the Application has also been duly referred to the Manlius Fire Department, and

WHEREAS, the Village Planning Board has made a recommendation to this Board of Trustees that the Application be approved and the contemplated zone change from C- Commercial District to PUD – Planned Unit Development District be granted, and

WHEREAS, the Project is an action subject to the provisions of Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (“SEQRA”) and its implementing regulations at 6 NYCRR Part 617 (the “Regulations”), and this Board of Trustees desires to comply with SEQRA and the Regulations with respect to the Project.

NOW THEREFORE BE IT HEREBY RESOLVED that this Project is an unlisted action as defined by the SEQRA Regulations, that there will be a coordinated review of this action as defined under the SEQRA Regulations, and that the Board of Trustees of the Village of Manlius will act as lead agency for purposes of compliance with SEQRA as it applies to this Action, and it is hereby further

RESOLVED, that other potentially "involved" and "interested agencies" (as these quoted terms are defined in the SEQRA regulations) with respect to the Project include the following bodies and agencies, all of which shall be notified of this Board of Trustees' intention to act as lead agency in this matter:

Village of Manlius Planning Board

New York State Department of Transportation, Region 3

New York State Department of Environmental Conservation, Region 7

New York State Department of Health, Bureau of Water Supply Protection

Onondaga County Department of Water Environment Protection

Onondaga County Water Authority,

AND IT IS HEREBY FURTHER RESOLVED that this Board of Trustees shall hold a public hearing on the Application at 7:05 p.m. on February 13, 2018 at the Board Room of the Manlius Village Centre, One Arkie Albanese Avenue, to hear all persons with respect to this Application.

MOTION CARRIED 3-0

MINUTES

The minutes of the December 12, 2017 regular meeting were presented to the Board for review. **Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the meeting minutes as submitted.**

MOTION CARRIED 3-0

COMMUNICATION - Manlius Fire Co

The following communication was received from the Manlius Fire Company:

Vote to Move to Full-Time Membership:

Erik Eklund
Randy McClintock

Vote to Remain on Probationary Status

Chrissy Scrano
Jeffrey Reisner
Sara El-Amir
Behram Khan
Sucheer Rao
Pat Langan
Rachel Rochelson
Kristen Koenig

Voted to be Removed from Membership

Megan Ferris
Stephanie Saia

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the membership changes as outlined.

MOTION CARRIED 3-0

TRAINING REQUISITIONS

Mayor/Trustee

- NYCOM Legislative Conference Whorral/McGrew

Approx Cost: \$750 each

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the training requisitions as submitted.
MOTION CARRIED 3-0

ABSTRACTS

A copy of General Fund Abstract 012 was received and reviewed by the Board in the amount of \$164,100.55 **Motion to approve made by Trustee McGrew, seconded by Trustee Pilewski to approve the abstract and order the claims paid.**
MOTION CARRIED 3-0

A copy of Trust & Agency Abstract #302 was received and reviewed by the Board in the amount of \$293.95. **Motion to approve made by Trustee McGrew seconded by Trustee Pilewski.**
MOTION CARRIED 3-0

A copy of Capital Project Abstract #810 was received and reviewed by the Board in the amount of \$3683.72. **Motion to approve made by Trustee McGrew, seconded by Trustee Pilewski.**
MOTION CARRIED 3-0

DEPARTMENT REPORTS

DPW – Chris Sherwood was not present at the meeting and was given leave from attending by the Mayor.

Administrator –

- **Moulter Street – No Parking Request** – Based on the decision by the Board to move forward with this, the next step is for the Board to schedule a public hearing on a proposed Local Law to amend Subsection 94-47 (A) and 94-47 (B) of Code of the Village of Manlius to add parking restrictions on Moulter Street from Pleasant Street to Smith Street. **Motion by Trustee Pilewski, seconded by Trustee McGrew to schedule the public hearing on January 23, 2018 at 7:05 p.m. for the proposed local law.**
MOTION CARRIED 3-0
- **Recurring Reservation – Recreation Building** - The Village has adopted a policy for recurring reservations by any group to not be allowed on weekends so as to free the space for reservation for private parties and gatherings. There is a church group (Church of Syracuse) looking to hold weekly meetings in the recreation building on Sundays on a recurring basis. The fee is set at \$75 per event (weekly) and are asking for every Sunday through the end of March. If approved, this would limit the availability of the space for other potential rentals. However, it also could be argued that we would potentially be giving up guaranteed revenue if we deny this request. It would be my suggestion that we offer approval of two recurring events and if no other requests come, then would offer additional reservations two weeks at a time thereafter.
Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the recommendation of the Village Administrator to allow the recurring reservation for the Church of Syracuse as outlined in the report.
MOTION CARRIED 3-0
- **Personnel Committee** – we are still gathering information and investigation a complaint in the Fire Department. We met at the Station on Friday with the Interim chief relative to another issue to resolve some outstanding questions by a light duty employee.
- **Donated Funds – Memory Lane Property** – Communication from Ted Spencer at Mackenzie Hughes is attached. LouAnne will be setting up an account in our Trust & Agency fund to account for all distributions from these funds which are given solely to offset any expenses the Village will incur. It is my hope that all billings from legal for this has already been submitted and there will be no need moving forward for legal assistance so that this money will remain for any necessary maintenance of the property.
- **Change Orders – Fire Station** – The varying contractors have submitted change orders for extraneous items which I am not bringing to you for approval until we receive verification from all parties that these items weren't part of the contract. I had thought that all prior change orders had been drafted and approved and they continue to be submitted via our architect. It will take some time to sort through the "rubble" but I will be bringing them to you once we have confirmation and are comfortable with the proposed changes.

- **Ski & Skate Sale Proceeds** – As has been done in the past, the revenue has been received from the recent Ski & Skate Sale. Am seeking guidance from the Board with regard to placing these funds in the separate Recreation Reserve account. The total amount of the proceeds this year was \$734.91.

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the transfer of the Ski & Skate Revenue for 2017 into the Recreation Reserve account and further request this information be provided to the Village Treasurer to enter into the affected accounts.
MOTION CARRIED 3-0

Recreation – Megan Randall was present to answer questions. Frosty Forest event to be held at Green Lakes State Park from 1:00-4:00 p.m. on January 20, 2018. The Town of Manlius and Village of Fayetteville Recreation departments are asking that an individual from the Village of Manlius volunteer to be a judge for the ice sculpture contest. She also advised the Board that the Daddy & Daughter Dance registrations were now closed as they have 218 registered to attend. The event is to be held on February 9th.

As an action item, Ms. Randall asked that the Board consider terminating the following instructor agreements:

Terminate Contractor Agreements

- Kim DeMonte – Zumba Instructor
- Marie Rauturier - French and Cooking Instructor
- Eva Giacona – Yoga Instructor
- Djuna Dirlam – Eco Kids Art Instructor

Motion by Trustee Pilewski, seconded by Trustee McGrew to terminate the contractor agreements as outlined.
MOTION CARRIED 3-0

Building report submitted by Administrative Assistant Bill Nickal was discussed by the Mayor. The Board appreciates the extra time that Mr. Nickal is putting into seeing that all outstanding issues with the new station are addressed.

Fire Chief Report – submitted by Interim Fire Chief Adam Feck. Mayor Whorrall thanked the three chiefs for the time and effort they are putting in during this time. Mayor Whorrall discussed the issue of the potential ambulance outsourcing and that he has discussed with the interim Chiefs and feels that the issue has been resolved. The volunteers are willing to be available to ensure that there is coverage to run both ambulances. Adam Feck thanked the Mayor and asked if the issue were to present itself in the future, to please discuss with the Department administration first as this would alleviate some of the concerns raised by the membership.

TRUSTEE REPORTS

Trustee Pilewski – Stated that December was a slow month for the Court. He also stated that he will be bringing up the issue of appointing Jan Stanley to fill in while our court clerk is on leave. This will be discussed at a subsequent meeting.

Trustee McGrew – Advised that the new Police Chief, Mike Crowell will be attending the next Board meeting.

ATTORNEY REPORT

- Memory Lane property transfer is complete

MAYOR REPORT

- Mayor's Association meeting to be held on January 17th at the Liverpool Village Hall.
- Legislative Breakfast will be held at the Camillus Elks Lodge on January 27, 2018 at a cost of \$11
- Needs and executive session to discuss a personnel issue in the Fire Department.

Public Forum

No one wished to speak.

Executive Session

Motion by Trustee McGrew, seconded by Trustee Pilewski to enter executive session at 7:33 p.m. Motion Carried

Motion by Trustee McGrew, seconded by Trustee Pilewski to come out of Executive Session and re-enter the regular meeting at 7:45 p.m. Motion Carried

Disciplinary Letter to FD Volunteer

Motion by Trustee McGrew, seconded by Trustee Pilewski to authorize the Mayor to send the notice of discipline to the member of the Fire Department discussed in Executive Session with a copy to the Interim Fire Chief and Fire Co President.

MOTION CARRIED 3-0

ADJOURN

Motion to adjourn the meeting made by Trustee McGrew and seconded by Trustee Pilewski

MOTION CARRIED 3-0

The meeting was adjourned at approximately 7:55 p.m.

Respectfully submitted by,

Martha Dygert
Administrator/Clerk

DRAFT